

**MINUTES
VILLAGE OF LAKE PARK COUNCIL MEETING
3801 LAKE PARK ROAD, LAKE PARK, NC
REGULAR SESSION
7 PM**

May 12, 2020

ATTENDING: Mayor David Cleveland
Mayor Pro Tem Pam Jack
Council Members: Bruce Barton, James Record, Jeremy Russell and Joe Scaldara
Village Administrator: Cheri Clark
Finance Officer: Cheryl Bennett
Attorney: Ken Swain

PLEASE NOTE: This meeting was conducted in compliance with Governor Roy Cooper's directives regarding group meetings and social distancing as is necessary due to the Covid-19 virus pandemic. The meeting was conducted on a zoom format which, in addition to the regular meeting notice previously posted, was posted on all social media accounts of the Village. The Mayor and one staff member were present in the Council Chambers and the public was allowed entry to attend and view the meeting subject to compliance with the orders from our Governor. All votes on motions were taken by having each council member state their name and then orally state their position on the motion- i.e., for or against.

CALL TO ORDER: Mayor David Cleveland called the May 12, 2020 Regular Session Council meeting to order.

INVOCATION: David Cleveland gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor David Cleveland led the Pledge of Allegiance.

PUBLIC COMMENT: Judy Taul – 3801 Alden - wanted to know if the Village would consider having an outdoor gym class in Mathisen Square. Mayor David Cleveland shared that the request should go to Parks and Recreation for consideration.

APPROVAL OF MINUTES: James Record made the motion to approve the April 14, 2020 Regular Session Council Minutes and the April 30, 2020 Emergency Council Meeting Minutes as presented. Pam Jack seconded the motion. Vote – Unanimous.

CHANGES TO THE AGENDA: Joe Scaldara made the motion to adopt the May 12, 2020 Council Meeting Agenda as presented. Bruce Barton seconded the motion. Vote – Unanimous.

SECURITY REPORT: Deputy Williams shared that there were 6 alarm calls, 78 calls for service, 1 traffic stops, 9 improperly parked cars and 382 self-initiated calls. Deputy Williams shared that a number of residents and Council members have expressed concerns about the traffic on Faith Church Road due to the detour. The Deputies will be monitoring Faith Church Road and Deputy Williams has reached out to see if a radar trailer is available for us to borrow and use in conjunction with the Village radar sign.

REGIONAL CSU HAZARD MITIGATION PLAN RESOLUTION: The Regional Cabarrus, Stanly, Union (CSU) Hazard Mitigation Plan is designed to reduce the long-term risk to life and property from natural hazards. The Village has been part of the CSU since it was created in 2014. Before the creation of the SCU, the Village was part of the Union County Hazard Mitigation Plan. The current CSU expires June 18, 2020. James Record made a motion to approve the Regional CSU Hazard Mitigation Plan Resolution. Pam Jack seconded the motion. Vote – Unanimous.

BUILD GRANT RESOLUTION: The BUILD Grant is a stormwater and transportation study for Lancaster County, SC and Union County, NC. The issues of flooding and damage impact safety, economic activity and overall quality of life. Stormwater issues respect no boundaries. Union County is requesting the Village to expend funds on a matching basis relative to the population and size of the municipalities in Union County participating in the study. The estimated contribution from the Village of Lake Park is \$1,500. Bruce Barton made the motion to approve the BUILD Grant Resolution. Joe Scaldara seconded the motion. Vote – Unanimous.

FINANCE OFFICER'S REPORT: Cheryl Bennett shared that she needs the budget numbers from Council by Monday, May 18th for the May 21st Budget Workshop.

	<u>Apr 20</u>	<u>Jul '19 - Apr 20</u>	<u>Budget</u>	<u>% of Budget</u>
General Fund				
Income				
Property Taxes				
Ad valorem current year	1,625.97	600,681.90	595,058.00	101%
Utility ad valorem	0.00	6,563.62	7,215.00	91%
Motor vehicle tax	6,858.04	65,945.72	89,209.00	74%
Ad valorem prior years	97.21	7,650.88	2,000.00	383%
Penalties and interest	197.27	3,358.63	1,800.00	187%
Total Property Taxes	8,778.49	684,200.75	695,282.00	98%
Other Taxes				
Stormwater Fees- current year	180.00	62,720.00	62,137.00	101%
Stormwater fees - prior years	0.00	270.88	250.00	108%
Total Other Taxes	180.00	62,990.88	62,387.00	101%
State Shared Revenues				
Alcoholic Beverage Tax	0.00	0.00	16,200.00	0%
Sales and use tax	17,155.87	139,072.02	210,000.00	66%

Telecom. Sales Tax	0.00	788.88	1,700.00	46%
Elec. Sales Tax	0.00	49,675.84	102,000.00	49%
Video Prog. Sales Tax	0.00	8,744.35	19,000.00	46%
Piped Gas Sales Tax	0.00	3,503.91	7,100.00	49%
Solid Waste Disposal Tax	0.00	2,103.64	3,800.00	55%
	<u>17,155.8</u>			
Total State Shared Revenues	7	203,888.64	359,800.00	57%
Parks & Recreation Revenue				
Program Fees-Fishing Licenses	560.00	1,719.00	1,500.00	115%
Facility Rentals	-90.00	4,209.00	3,000.00	140%
Daily swim fees	0.00	10,718.00	12,000.00	89%
Season pass pool fees	0.00	1,100.00	50,000.00	2%
	<u>470.00</u>	<u>17,746.00</u>	<u>66,500.00</u>	<u>27%</u>
Total Parks & Recreation Revenue	470.00	17,746.00	66,500.00	27%
Other revenues				
Zoning Permits	125.00	910.00	1,500.00	61%
Approp. Fund Balance	0.00	0.00	45,986.00	0%
Civil Penalties	0.00	225.00	600.00	38%
Investment revenue	485.39	7,058.73	8,000.00	88%
Miscellaneous	204.20	18,237.14	22,360.00	82%
	<u>814.59</u>	<u>26,430.87</u>	<u>78,446.00</u>	<u>34%</u>
Total Other revenues	27,398.9		1,262,415.	
	<u>5</u>	<u>995,257.14</u>	<u>00</u>	<u>79%</u>
Total Income	27,398.9		1,262,415.	
	<u>5</u>	<u>995,257.14</u>	<u>00</u>	<u>79%</u>
Gross Profit				
Expense				
General Government				
Other Expenditures				
Economic Development	0.00	0.00	0.00	0%
Contingency	0.00	0.00	3,000.00	0%
Stormwater Expense				
Advertising	0.00	0.00	100.00	0%
Dues and Permits	0.00	750.00	750.00	100%
Prof. Fees - Engineering	0.00	3,260.00	18,000.00	18%
Repairs & Maint.				
Services	3,037.80	13,527.66	43,537.00	31%
	<u>3,037.80</u>	<u>17,537.66</u>	<u>62,387.00</u>	<u>28%</u>
Total Stormwater Expense	3,037.80	17,537.66	65,387.00	27%
Total Other Expenditures	3,037.80	17,537.66	65,387.00	27%
Planning and Zoning				
Zoning Admin. Services	1,132.66	11,326.60	13,592.00	83%
Code Enforcement Services	0.00	0.00	600.00	0%
Consulting Fees	0.00	206.25	4,000.00	5%
Supplies	0.00	0.00	300.00	0%
Training	0.00	710.00	800.00	89%
	<u>1,132.66</u>	<u>12,242.85</u>	<u>19,292.00</u>	<u>63%</u>
Total Planning and Zoning	1,132.66	12,242.85	19,292.00	63%
Gen. Govt. Personal Services				

Adm Assistant	1,301.63	10,359.39	13,650.00	76%
Clerk/Tax Collector	5,960.34	59,603.40	71,524.00	83%
Council	0.00	8,521.01	12,806.00	67%
Finance Officer	1,574.75	15,747.50	18,897.00	83%
Mayor	0.00	3,939.75	5,253.00	75%
Payroll Expenses	<u>762.67</u>	<u>8,419.14</u>	<u>10,400.00</u>	<u>81%</u>
Total Gen. Govt. Personal Services	9,599.39	106,590.19	132,530.00	80%
Professional Fees				
Auditing Services	0.00	4,620.00	4,820.00	96%
Legal Services	<u>3,512.00</u>	<u>10,928.00</u>	<u>18,000.00</u>	<u>61%</u>
Total Professional Fees	3,512.00	15,548.00	22,820.00	68%
Supplies and Materials				
Office	<u>299.84</u>	<u>3,351.56</u>	<u>7,100.00</u>	<u>47%</u>
Total Supplies and Materials	299.84	3,351.56	7,100.00	47%
Services				
Communications/Newsletter	174.90	1,939.86	4,900.00	40%
Advertising	0.00	124.38	400.00	31%
Membership and dues	0.00	5,197.00	5,400.00	96%
Bank charges	32.77	527.74	950.00	56%
Elections	0.00	2,992.02	3,110.00	96%
Insurance/bonds	0.00	9,339.21	9,931.00	94%
Miscellaneous oper. exp.	0.00	432.88	500.00	87%
Website/flyers	0.00	1,300.00	1,500.00	87%
Postage	0.00	427.70	800.00	53%
Property Tax	0.00	247.30	400.00	62%
Tax collection	233.35	2,100.48	2,000.00	105%
Telephone	63.73	4,664.17	5,900.00	79%
Training	0.00	43.11	1,000.00	4%
Travel	<u>34.52</u>	<u>721.74</u>	<u>1,200.00</u>	<u>60%</u>
Total Services	539.27	30,057.59	37,991.00	79%
Capital Outlay				
Furniture/Office	0.00	0.00	7,000.00	0%
Sidewalk repairs	<u>0.00</u>	<u>0.00</u>	<u>15,000.00</u>	<u>0%</u>
Total Capital Outlay	<u>0.00</u>	<u>0.00</u>	<u>22,000.00</u>	<u>0%</u>
	18,120.96			
Total General Government	6	185,327.85	307,120.00	60%
Parks & Recreation				
Parks/Rec. Supplies & Materials				
Flags	0.00	847.48	3,500.00	24%
Janitorial /Cleaning Supplies	0.00	54.23	250.00	22%
Food/Provisions - events	0.00	944.26	3,500.00	27%
Pool Supplies	<u>0.00</u>	<u>0.00</u>	<u>2,100.00</u>	<u>0%</u>

Total Parks/Rec. Supplies & Materials	0.00	1,845.97	9,350.00	20%
Parks/Rec Services				
Pool Attendant Salaries	0.00	0.00	0.00	0%
Pool management fee	8,632.50	28,939.50	57,550.00	50%
Pool Operations	3,008.13	3,297.29	7,100.00	46%
Comm. center maintenance	505.00	7,050.12	27,150.00	26%
Seasonal Decorations	0.00	13,855.21	16,500.00	84%
Events Services	0.00	3,406.00	4,000.00	85%
Water/Sewer	442.14	4,622.28	6,000.00	77%
Natural Gas	150.89	645.39	700.00	92%
	<u>12,738.66</u>			
Total Parks/Rec Services	6	61,815.79	119,000.00	52%
Maintenance of Common Areas				
	12,967.96			
Landscaping	6	131,279.60	155,615.00	84%
	12,113.96			
Park maintenance	6	35,649.78	60,750.00	59%
Pond maintenance	2,833.00	15,266.50	19,600.00	78%
Electric Maintenance	0.00	3,549.17	9,500.00	37%
Repairs of Common Areas	52.73	5,403.27	7,240.00	75%
	<u>27,967.65</u>			
Total Maintenance of Common Areas	5	191,148.32	252,705.00	76%
Parks/Rec Capital Outlay				
Reserve for Tennis Court	0.00	0.00	10,000.00	0%
Reserve for Playground	0.00	0.00	5,000.00	0%
Pool Lighting	1.00	8,105.34	25,000.00	32%
Benches, Tables etc.	0.00	1,371.60	2,000.00	69%
	<u>1.00</u>			
Total Parks/Rec Capital Outlay	40,707.31	9,476.94	42,000.00	23%
Total Parks & Recreation	1	264,287.02	423,055.00	62%
Public Services/Safety				
Capital Outlay-ADA parking space	0.00	0.00	10,000.00	0%
Electric bills	8,456.00	85,836.41	116,800.00	73%
Street Signs	453.96	2,453.20	7,500.00	33%
	16,556.68			
Waste Collection	8	149,452.98	199,740.00	75%
Law enforcement	0.00	148,634.46	198,200.00	75%
	<u>25,466.64</u>			
Total Public Services/Safety	4	386,377.05	532,240.00	73%
Total	84,294.91		1,262,415.00	
Expense	1	835,991.92	00	66%
	<u>56,895.96</u>			
Net General Fund	6	159,265.22	0.00	100%
Powell Bill				
PB Income				
Interest - Powell Funds	0.00	2,261.31	800.00	283%
Powell Bill Revenue	0.00	95,252.41	96,050.00	99%
	<u>0.00</u>			
Total PB Income	0.00	97,513.72	96,850.00	101%

PB Expense				
Street Exp. - Powell Bill	0.00	678.50	96,850.00	1%
Total PB Expense	0.00	678.50	96,850.00	1%
Net PB Income	0.00	96,835.22	0.00	100%
	56,895.9			
Net Excess of Rev. over Exp.	6	256,100.44	0.00	100%

PARKS AND RECREATION: Mayor David Cleveland shared that the office furniture has been received. The new mulch and plants have been installed on Frost, Etheredge, Emma, Grace and Mayhurst cul-de-sacs. Six dead pines by the Community Center have been removed. Both sides of the Alden Street cul-de-sac common areas have been mulched. The pool lights are scheduled to be installed in approximately two weeks and three shrubs between the tennis courts and pool will need to be removed and the others trimmed for accessibility.

The re-plumbing of the Community Center has started and should be completed this week. Eddie Murphy has given the Village a quote of \$3,500 to repair the sheetrock and paint. The soil is so full of rocks that a backhoe was needed to install the water line. Lucas Landscaping has provided a quote of \$345 to repair the turf. The irrigation line repair costs are to be determined. Floyd's Veteran Concrete will need to replace one sidewalk panel. The estimated cost for panel and site preparation - \$500. Council discussed changing the vanities in the bathrooms. Eddie Murphy will provide a quote.

The Lake Park flags need to be purchased. Twelve flags are \$1,665.30. James Record made a motion to approve purchasing 12 new flags for \$1,665.30. Bruce Barton seconded the motion. Vote – Unanimous.

P&R has received a quote to pressure wash the playground equipment, Lake Charles Fishing Pier and miscellaneous sidewalks - \$1,075. James Record made a motion to approve \$1,075 for pressure washing. Pam Jack seconded the motion. Vote – Unanimous.

P&R would like to purchase new lights for the new Russell Park fountain - \$1,500. Joe Scaldara made the motion to approve the purchase of new lights for the new Russell Park fountain. Bruce Barton seconded the motion. Foster Lake and Pond will install the lights for \$130, but will not bury the cable. An electrical contractor will need to bury the cables. The new fountain lights will be charged to Electrical. Vote – Unanimous.

The pool passed inspection on Friday. The opening date and restrictions are to be determined.

Angie Figiel is working on a virtual Memorial Day Ceremony that will be posted on the Village Facebook page. July Fourth is probably going to be a late afternoon ice cream social type event and the August National Night Out has been cancelled.

COMMUNICATION COMMISSION: Pam Jack shared that the New Resident Mixer scheduled for Friday, May 22nd has been cancelled due to COVID - 19. Lori Scaldara would

like to see Food Truck Fridays extended to June 19th. The Food Truck Fridays have been well received by the community. Lori Scaldara has checked with our local restaurants to see if they have any concerns about the Food Trucks. Pam Jack made a motion to extend the Friday closings of Meeting Street through June 19th. Bruce Barton seconded the motion. Vote – Unanimous.

PLANNING BOARD: Planning Board did not meet in April. Due to COVID-19 and related shutdowns, land development and local government operations have slowed dramatically. Recognizing that these slowdowns will impact the ability of projects to meet deadlines, the General Assembly passed legislation to extend the effective date of the new Chapter 160D to August 1, 2021

STORMWATER: Cheri Clark shared that the bid packages for Lake Charles are due May 29th at 1 pm. The stormwater repairs on Creft Circle and Lake Charles Way have been completed. It is time to order pet waste station bags. James Record made the motion to approve \$1,682.44 for ten cases of doggie bags. Pam Jack seconded the motion. Vote – Unanimous.

PUBLIC SERVICES (Street, Waste Collection & Lighting): Bruce Barton shared that Floyd's Veteran Concrete will be replacing ten sidewalk panels plus the one at the Community Center. There are three on Balsam next to Joshua Alley, one on Society Court, four on Conifer at Lake Park Road, one on Sages, one on the path between Creft and Mimosa and the one at the Community Center. The work will take two days and depending on weather, the work should start the end of May or the first week in June. Bruce Barton made a motion to approve up to \$4,500 to replace eleven sidewalk panels. James Record seconded the motion. Vote – Unanimous.

James Record shared that several waste collection carts have disappeared recently. The Village contract provides for one trash cart and one recycle bin/cart per household. Mayor David Cleveland shared that he had seen someone use mailbox numbers on their trash cart and recycle bin to keep them from being misplaced.

Joe Scaldara requested that the Village have Lucas Landscaping prune the shrubs at the obelisk because they are impacting the photo cell.

COMMUNICATION INFORMATION: Pam Jack shared items to be included in the June newsletter include street light outages, COVID 19 updates, Memorial Day Ceremony, Budget Workshop and Animal Control Ordinance.

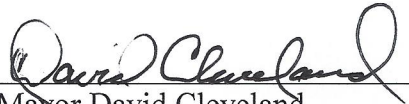
COUNCIL COMMENTS: Joe Scaldara wished everyone a safe and good Memorial Day.

James Record thanked everyone for working together during this pandemic and wished everyone a good Memorial Day.

Pam Jack thanked our residents for their co-operation during the pandemic.

ADJOURN: James Record made the motion to adjourn. Pam Jack seconded the motion. Vote
– Unanimous.

Respectfully submitted,


Mayor David Cleveland


Village Administrator, Cheri Clark

